



**The State of New Hampshire
Insurance Department**

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NOTICE TO MICROFICHE USERS

Beginning on January 1, 2008 all filings will be received by the Insurance Department in electronic form.

In order to provide access to these filings after January 1, the Department will provide computer terminals for public use at the Department for that purpose. The terminals will be located in the existing microfiche room. (Please note that the microfiche room is scheduled to be moved to a different location within the office in the coming months.)

All old filings will remain accessible via microfiche and existing microfiche readers.

You will be able to copy new electronic filings onto a CD disk from the public access computer terminals. There is no charge for copying electronic files to a disk. We will have a supply of disks on hand that we will sell to the public at our cost, anticipated to be approximately \$2 each, or you may bring your own disk. If you bring your own disk it must still be in the shrink wrap (this is to ensure viruses or other problems are not introduced into our system) and should meet the following technical requirements:

4x or greater CD-RW or CD-R

You will continue to be able to print filings from the microfiche readers, and from a printer that will be connected to the computer terminals. The cost for such copies remains \$.10 each.